DEPARTMENT OF THE ARMY
HEADQUARTERS, U.S. ARMY SIGNAL CENTER AND FORT GORDON
Fort Gordon, Georgia 30905-5000

USASC&FG Pamphlet   8 October 1999
No. 25-50

Information Management: Records Management
OFFICE SYMBOLS

Summary. This revision provides current listing of office symbols for Headquarters, U.S. Army Signal Center and Fort Gordon (HQ USASC&FG), liaison offices, and other offices located on this installation.

Applicability. This pamphlet applies to HQ USASC&FG activities.

Suggested improvements. The proponent of this pamphlet is the Directorate of Information Management (DOIM). Send comments and suggested improvements on Department of the Army (DA) Form 2028 (Recommended Changes to Publications and Blank Forms) to the Commander, USASC&FG, ATTN: ATZH-IMS-S, Fort Gordon, Georgia 30905-5000 and/or submit DA Form 1045 (Army Ideas for Excellence Program (AIEP) Proposal) to the installation AIEP coordinator.

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1. Purpose. To provide listing of office symbols for Headquarters, U.S. Army Signal Center and Fort Gordon (HQ USASC&FG), liaison offices, and other offices located on this installation.

2. References.

    a. AR 25-1, The Army Information Resources Management Program.

    b. TRADOC Pam 25-1, Office Symbols.

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*This pamphlet supersedes USASC&FG Pam 25-50, 28 May 1996.

3. General guidance.

 a. Official office symbols for HQ USASC&FG are listed in appendix A. Office symbols assigned by other commands to field operating activities/agencies and liaison offices located on Fort Gordon are listed in appendix A for information.

 b. The DOIM is responsible for assigning/approving office symbols for HQ USASC&FG activities. Requests to add or change office symbols should be sent to DOIM, ATTN: ATZH-IMS-S, for approval. Approval is required prior to using new office symbols. Activities should notify DOIM when office symbols are deleted. Symbols will not be changed solely because an activity's name has changed.

 c. Office symbols are constructed according to guidance contained in TRADOC Pam 25-51, paragraph 4c.

APPENDIX A

OFFICE SYMBOLS

HEADQUARTERS, USASC&FG

ATZH-CG   **COMMANDING GENERAL/COMMANDANT**

ATZH-DC   **DEPUTY COMMANDING GENERAL**

ATZH-AC   **ASSISTANT COMMANDANT**

ATZH-CM   **COMMAND SERGEANT MAJOR**

ATZH-CS   **CHIEF OF STAFF**

ATZH-GC   **GARRISON COMMANDER**

ATZH-NM   **TSM-NETWORK MANAGEMENT**

ATZH-TS   **TSM-SATELLITE COMMUNICATIONS**

ATZH-TR   **TSM-TACTICAL RADIOS**

ATZH-WT   **TSM-WARFIGHTER INFORMATION NETWORK-TACTICAL**

ATZH-CD   **DIRECTORATE OF COMBAT DEVELOPMENTS**
ATZH-CDA   Concepts and Architecture Division
ATZH-CDF   Force Integration and Doctrine Division
ATZH-CDM   Materiel Requirements Division
ATZH-CDP   Power Projection Division

ATZH-CA   **DIRECTORATE OF COMMUNITY ACTIVITIES**
ATZH-CAM   Financial Management Division
ATZH-CAF   Recreation, Clubs, and Family Division
ATZH-CAF-C   Army Community Service
ATZH-CAF-D   Child Development Service
ATZH-CAF-R   Fort Gordon Recreation Area
ATZH-CAF-O   Outdoor Leisure
ATZH-CAF-S   Sports and Fitness
ATZH-CAF-Y   Youth Activities

DIRECTORATE OF COMMUNITY ACTIVITIES (Continued)

ATZH-CAS	Services, Lodging, and Entertainment Division
ATZH-CAS-B	Nonappropriated Fund Billeting
ATZH-CAS-G	Stinson Guest House
ATZH-CAX	Army and Air Force Exchange Service

ATZH-CT   **DIRECTORATE OF CONTRACTING**

ATZH-DS   **DIRECTORATE OF DENTAL SERVICES**

ATZH-HS   **DIRECTORATE OF HEALTH SERVICES**

ATZH-HR	**DIRECTORATE OF HUMAN RESOURCES**
ATZH-HRD	Alcohol and Drug Abuse Prevention and Control Division
ATZH-HRT	Army Career and Alumni Program Division
ATZH-HRC	Civilian Personnel Advisory Center
ATZH-HRC-N	Nonappropriated Fund Branch
ATZH-HRE	Education and Career Development Division
ATZH-HRE-T	Test and Evaluation Branch
ATZH-HRL	Library Service Division
ATZH-HRA	Military Personnel Division
ATZH-HRA-C	Personnel Automation Branch
ATZH-HRA-S	Personnel Operations Branch
ATZH-HRA-P	Personnel Processing Branch
ATZH-HRA-PO	In/Out Processing Center
ATZH-HRA-PR	Retirement Services Office
ATZH-HRA-PP	Transition Center
ATZH-HRA-R	Personnel Retention Branch
ATZH-HRA-B	Personnel Services Branch
ATZH-HRA-M	Strength Management Branch
ATZH-HRA-T	Trainee/Student Processing Branch
ATZH-HRI	Program Operations Office

ATZH-IM	**DIRECTORATE OF INFORMATION MANAGEMENT**
ATZH-IMA	Administrative Office
ATZH-IMS	Support Services Division
ATZH-IMS-C	Information Management Center
ATZH-IMS-D	Central Mailroom/Publications
ATZH-IMS-P	Postal Section
ATZH-IMS-R	Records Management Section
ATZH-IMS-S	Services Section
ATZH-IMS-L	Supply Branch
ATZH-IMT	Technical Services Division
ATZH-IMT-C	Computer Support Branch
ATZH-IMT-T	Telecommunications Branch
ATZH-IMT-V	Telephone Branch

ATZH-DP	**DIRECTORATE OF PLANS, TRAINING, AND MOBILIZATION**
ATZH-DPR	Administrative Office
ATZH-DPP	Plans, Operations, and Training Division
ATZH-DPP-R	Range Control
ATZH-DPC	Reserve Components Support Division
ATZH-DPV	Training Support Center
ATZH-DPV-D	Devices Branch
ATZH-DPV-E	Educational Television Branch
ATZH-DPV-A	Services Branch
ATZH-DPV-G	Visual Media Branch
ATZH-DPB	U.S. Army Signal Corps Band
ATZH-PS	**DIRECTORATE OF PUBLIC SAFETY**
ATZH-PSA	Administrative Support Division
ATZH-PSF	Fire and Emergency Services Division
ATZH-PSL	Law Enforcement Division
ATZH-PSL-O	Military Police Operations Branch
ATZH-PSS	Security Division
ATZH-PSB	Signal Safety Division
ATZH-DI	**DIRECTORATE OF PUBLIC WORKS**
ATZH-DIE	Environmental and Natural Resource Management Office
ATZH-DIL	Logistics Division
ATZH-DIL-F	Food Service Branch
ATZH-DIL-M	Maintenance Branch
ATZH-DIL-S	Supply/Property Book Branch
ATZH-DIL-T	Transportation Branch
ATZH-DIC	Public Works Division
ATZH-DIC-E	Engineer Plans and Services Branch
ATZH-DIC-F	Facility Management Branch
ATZH-DIC-H	Housing Branch
ATZH-RM	**DIRECTORATE OF RESOURCE MANAGEMENT**
ATZH-RMR	Force Management and Analysis Division
ATZH-RMR-F	Force Analysis Branch
ATZH-RMR-P	Program Analysis Branch
ATZH-RMB	Program-Budget Division
ATZH-RMB-B	BASOPS
ATZH-RMB-M	Mission
ATZH-RMA	Resource and Fiscal Policy Office

ATZH-DT	**REGIMENTAL DIRECTORATE OF TRAINING**
ATZH-DTN	Systems Integration Division
ATZH-DTM	Training Management Division
ATZH-DTM-C	Course Development Branch
ATZH-DTM-I	Individual Training Branch
ATZH-DTM-N	Non-Resident Training Branch
ATZH-DTM-R	Resident Training Management Branch
ATZH-DTM-U	Unit Training Branch
ATZH-DTS	Training Support Division
ATZH-DTS-A	Program Management/Accreditation Branch
ATZH-DTS-P	Publications Branch
ATZH-DTS-S	Staff and Faculty Branch
ATZH-BL	**BATTLE COMMAND BATTLE LABORATORY**
ATZH-BLI	Integration and Evaluation Division
ATZH-BLS	Modeling and Simulation Division
ATZH-BLT	Technology Assessment Division
ATZH-CH	**CHAPLAIN**
ATZH-MH	**COMMAND HISTORIAN**
ATZH-EO	**EQUAL EMPLOYMENT OPPORTUNITY OFFICE**
ATZH-EE	**EQUAL OPPORTUNITY OFFICE**
ATZH-IG	**INSPECTOR GENERAL**
ATZH-IR	**INTERNAL REVIEW AUDIT AND COMPLIANCE**
ATZH-PO	**OFFICE CHIEF OF SIGNAL**
ATZH-POE	Enlisted Division
ATZH-POO	Officer Division
ATZH-POM	Regimental Division
ATZH-JA	**OFFICE OF STAFF JUDGE ADVOCATE**
ATZH-JAA	Administrative Office
ATZH-JAL	Civil and Administrative Law Division
ATZH-JAC	Claims Division
ATZH-JAM	Criminal Law and Operations Division
ATZH-JAB	Legal Assistance Branch

ATZH-PR   **PROTOCOL**

ATZH-PAO   **PUBLIC AFFAIRS OFFICE**

ATZH-SM   **SIGNAL MUSEUM**

ATZH-TH   **THREAT OFFICE**

ATZH-RA   **EXECUTIVES FOR RESERVE COMPONENT AFFAIRS OFFICE**

ATZH-NSC   **NATIONAL SCIENCE CENTER -ARMY**

ATZH-SS   **COMPUTER SCIENCE SCHOOL**
ATZH-SSE   Enlisted Training Division
ATZH-SSO   Officer Training Division
ATZH-SSI   Technology Integration Division
ATZH-SSI-S   Supply
ATZH-SST   Training Support Division

ATZH-LD   **REGIMENTAL LEADERSHIP DEPARTMENT**
ATZH-LDS   Leadership Operations Support
ATZH-LDN   Regimental Noncommissioned Officer Academy (RNCOA)
ATZH-LDN-A   Advanced Noncommissioned Officer Course
ATZH-LDN-B   Basic Noncommissioned Officer Course
ATZH-LDN-D   RNCOA Detachment, Fort George G. Meade, MD
ATZH-LDO   Regimental Officer Academy
ATZH-LDO-L   Leadership Development Division
ATZH-LDO-P   Professional Development Division
ATZH-LDO-W   Warrant Officer Development Division
ATZH-LDI   International Military Student Office

ATZH-WSG   **JOHNSON CONTROLS INC-FORT GORDON**
                     SUPPORT PROJECT
ATZH-WSB   Business Management
ATZH-WSC   Environmental Compliance
ATZH-WSH   Human Resources
ATZH-WSI   Information Technology
ATZH-WSQ   Quality, Systems, and Safety
ATZH-WSE   Electronic and Vehicle Maintenance Division
ATZH-WSE-C   C&E Maintenance Shop
ATZH-WSE-S   Maintenance Supply
ATZH-WSE-W   Maintenance Work Control
ATZH-WSE-V   Vehicle and General Shops
ATZH-WSW   Facilities Work Management
ATZH-WSP   Public Works Division

JOHNSON CONTROLS INC-FORT GORDON
SUPPORT PROJECT (Continued)

ATZH-WSP-F   Facilities Supply
ATZH-WSP-G   Grounds/Surfaced Areas and Environmental
ATZH-WSP-M   Maintenance and Repair
ATZH-WSP-P   Plant Operations
ATZH-WSS   Supply and Services Division
ATZH-WSS-H   Housing Administration
ATZH-WSS-L   Laundry
ATZH-WSS-S   Supply and Stock Control
ATZH-WSS-M   Transportation Motor Pool
ATZH-WSS-T   Transportation Services

RONLYN FOOD SERVICES

ATZH-RF   Contract Manager/QA and Safety Manager/Budget Analyst
ATZH-RFO   Operations/Property Administration
ATZH-RFT   Troop Issue Subsistence Activity

WILLSHIRE ASSOCIATES, INCORPORATED

ATZH-SY   Project Manager
ATZH-SYM   Central Mailroom
ATZH-SYP   Center Publications

ATZH-SD   **U.S. ARMY SIGNAL SCHOOL DET, FORT GEORGE G. MEADE, MD   20755**
ATZH-SDC   Student Company

MAJOR COMMANDS

ATZH-TB   **15TH REGIMENTAL SIGNAL BRIGADE**

ATZH-MP   **MILITARY POLICE ACTIVITY**
ATZH-MPC   Military Police Company

FIELD OPERATING ACTIVITIES/AGENCIES

MCHF   **DWIGHT DAVID EISENHOWER ARMY MEDICAL CENTER**
LASE   **DOD TRICARE REGION 3**
MCSE   **SOUTHEAST REGIONAL MEDICAL COMMAND**
MCDS-RG   **USA AREA DENTAL LABORATORY**

FIELD OPERATING ACTIVITIES/AGENCIES (Continued)

MCAA-SE	USA MEDICAL COMMAND, HEALTH CARE ACQUISITION ACTIVITY SOUTHEAST CONTRACTING CENTER
MCDS-SE	USA SOUTHEAST REGIONAL DENTAL COMMAND
MCDS-SEG	USA DENTAL ACTIVITY
MCVS-SEZ	SOUTHEAST REGIONAL VETERINARY COMMAND
AMXLS-F-GN	USA LOGISTIC ASSISTANCE OFICE
AMSRL-HR-MS	USA RESEARCH LABORATORY, HUMAN RESEARCH AND ENGINEERING DIRECTORATE, FIELD ELEMENT
AMSAM-TMD-GB-AGR	USA TMDE SUPPORT CENTER
ATZH-TDS	USA TRIAL DEFENSE SERVICE
ATZH-JAR	USA TRIAL DEFENSE SERVICE, REGION II
ATZH-CAX	ARMY AND AIR FORCE EXCHANGE OFFICE
AMSEL-LC-RE-XX1-R-GOR	CECOM IMMC REGIONAL SUPPORT CENTER
ATCD-ENG-G	COMBAT DEVELOPMENT ENGINEERING, TRADOC
DeCA/EAS/GOR	COMMISSARY STORE, DeCA SOUTHERN REGION
ATZH-LN	COMPANY D, MARINE SUPPORT BATTALION
DFAS-IN/EM-MC	DEFENSE MILITARY PAY OFFICE
DAPS	DEFENSE AUTOMATED PRINTING SERVICE
CIRCB-RFG	FORT GORDON RESIDENT AGENCY, 3D MILITARY POLICE GROUP (CID)
IAMG-B-FG	FORT GORDON RESIDENT OFFICE, B COMPANY, 308TH MILITARY INTELLIGENCE BATTALION, 902D MILITARY INTELLIGENCE GROUP
NSGAFG	NAVY SECURITY GROUP ACTIVITY-FORT GORDON
ATSK-OE	ORDNANCE ELECTRONIC MAINTENANCE TRAINING DEPARTMENT (OEMTD)
AFRC-MDR-TG	REGIONAL TRAINING SITE-MEDICAL
CESASCD-GO	RESIDENT ENGINEER, USA CORPS OF ENGINEERS, SAVANNAH DISTRICT
31ST IS/CC	31ST INTELLIGENCE SQUADRON (USAF)
ATSK-G	73D ORDNANCE BATTALION
AFSA-CO	93D SIGNAL BRIGADE
AFRC-SCGA-BN	324TH SIGNAL BATTALION (USAR)
AFRC-SCGA-SBD	359TH SIGNAL BRIGADE (USAR)
IAFG	513TH MILITARY INTELLIGENCE BRIGADE
IAGG-CDR	702D MILITARY INTELLIGENCE GROUP
AFRC-EAL-ATB	2/347TH REGIMENT, 87TH DIVISION (EX) USAR CENTER

FIELD OPERATING ACTIVITIES/AGENCIES (Continued)

AFRC-CALG-K   **3297TH USA HOSPITAL (USAR)**
AFRC-EAL-ATF   **1487TH LOGISTICS SUPPORT BATTALION, 87TH**
                                      DIVISION (EX) USAR CENTER

LIAISON OFFICES

NAVSCHOLDET   **NAVY SUPPLY CORPS SCHOOL DETACHMENT**
CSTE-COG   **OPERATIONAL TET AND EVALUATION**
                                      COMMAND, TEST EVALUATION COORDINATION
                                      OFFICE (TECO)
ATZH-MC   **U.S. MARINE CORPS DETACHMENT**

(ATZH-IMS-S)

FOR THE COMMANDER:

OFFICIAL: CHARLETTE I. ROMAN
                                         Colonel, SC
                                         Garrison Commander

//SIGNED//
BARBARA M. POOLE
Acting Director, Information Management

DISTRIBUTION:
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